

JOINT INTELLIGENCE STUDY PUBLISHING BOARD
LaSalle Building, 1034 Connecticut Ave., NW
Washington 6, D.C.

JANIS Memo #53

23 July 1944

MEMORANDUM FOR: Contributors to JANIS 84-81-85.

Subject: JANIS series 84-81-85.

1. The Joint Intelligence Study Publishing Board is considering requirements for completion of publication of portions of this series in advance of established deadline dates. Although some means are available for speeding up printing, it is realized that the greatest burden rests on the contributing agencies.

2. While the Board is much concerned with the effect which a delay in submission of any section or chapter may occasion, it is extremely hopeful that many agencies can finish their sections before the deadline, thus partially offsetting time lost by others. As an example: the chapters on Health and Sanitation, Climate and Weather, People and Government and, perhaps, others might be submitted for the whole country thus making possible the printing of these chapters for two or more subdivisions of the series at the same time. Perhaps slight alterations might be made on the same chapter for different areas in order to obtain submission in the near future. Such an arrangement would not only allow the individual contributors to finish their entire contribution but also permit the Board to print these chapters in advance of scheduled date, thus freeing composition and printing facilities for the great rush of material which will come at a later date.

3. To speed production, the length of individual chapters must be kept at a minimum. Contributors are requested to write concisely and economize on the number of illustrations and figures. Wherever it is possible to use graphic form, however, this should be done in order to reduce the actual text.

4. This Board recognizes the difficulties involved in this series and appreciates the cooperation already exercised by each contributing agency. It would be very grateful for any further effort or suggestion of means for shortening by even a few days the time required for any particular chapter.

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NO CHANGE IN CLASS. ☐
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CLASS. CHANGED TO: TS S O
NEXT REVIEW DATE: _____
AUTH: HR 70-2

/s/ George W. Bicknell,
GEORGE W. BICKNELL,
Colonel, GSC,
Chairman, JISPB.

JCS review completed

DATE: 30 JUL 40 REVIEWER:

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